

# Arizona COOP Tabletop Exercise 2011



## Arizona Division of Emergency Management

The Arizona COOP Tabletop Exercise 2011 will be held on November 16, 2011. The target audience for participants is upper and mid level managers of state, local governments and members of the private sector. The exercise will focus on communications, command and control and the ability to resume essential functions effectively. Participants are encouraged to bring their existing Continuity of Operations plan to use during the exercise. Each agency is asked to provide at least one individual to assist in the evaluation of their agency and developing the after action report and a corrective action plan. The exercise provides an opportunity to identify the strengths as well as any gaps in existing Continuity of Operations plans. Please email Layton Dickerson or Laurel Gibbard with your agency name and the names of individuals participating.

Be Prepared for your next incident!

**Date:**  
**November 16, 2011**

**Time:**  
**8:30 am to 4:30 pm**

**Place:**  
**Fiesta Resort and  
Conference Center  
2100 S. Priest Dr.  
Tempe, AZ 85282**

**Contact:**  
**Layton Dickerson**  
**602-464-6224**  
**Layton.dickerson@azdema.gov**

**Laurel Gibbard**  
**602-464-6307**  
**Laurel.gibbard@azdema.gov**



**Dear Conference Attendee:**

Please give us your feedback on our conference. Your opinions are important to us and will help us plan future conferences. Please drop the evaluation at the registration desk before you leave the conference.

**Thanks!**

Name: \_\_\_\_\_ (Optional) Agency: \_\_\_\_\_ (Optional)

**Please rate your satisfaction with...**

**Satisfaction**

Very High  
Somewhat High  
Somewhat Low  
Very Low

Conference as a whole	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Registration process	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Breaks and lunch	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Support staff and hosts	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Conference facilities	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Length of the presentations	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

**Please rate the quality & usefulness of...**

**Quality / Useful**

Very High  
Somewhat High  
Somewhat Low  
Very Low

Opening Remarks	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Speaker and topic "Risk Assessment"	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Speaker and topic "Security in a Cyber World"	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Speaker and topic "The Tower of Babel: Communications Planning in a Multi-Agency High Rise Government Office Building"	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Speaker and topic "Courts in Continuity Planning"	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Your facilitator and Continuity Related Activity (COOP Table Top)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

**This conference ...**

**Agree/Disagree**

Strongly Agree  
Agree  
Disagree  
Strongly Disagree

Gave me a better understanding of continuity of operations planning.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Gave me information that was easy to understand.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Gave me ideas to start or improve my agency's COOP planning.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

## General Comments:

Please tell us your thoughts on the topics presented:

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What you liked best about the conference:

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What you liked least about the conference:

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We welcome any comments you wish to share about the Conference. Please include suggestions you would make regarding future conferences (e.g., workshops, keynote presenters, topics etc.)?

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# State of Arizona Continuity Conference Agenda



## Wednesday, October 05, 2011

8:30 am to 9:00 am	<b>Registration and Coffee</b> Receive Conference Packets
9:00 am to 9:10 am	<b>Welcome and Introduction</b> Laurel Gibbard
9:10am – 9:20am	<b>Opening Remarks</b> John Dirickson, Assistance Director – Preparedness, Arizona Division of Emergency Management
9:20am to 9:50 am	<b>Risk Assessment</b> Sgt. Anthony Jones, Threat Mitigation Unit Supervisor, Arizona Counter Terrorism Information Center
9:50am to 10:20 am	<b>Cyber Security Strategy and the New Normal</b> Debbie Christofferson, CISSP, CIPP/IT, CISM: Statewide Information Security and Privacy Office, Information Security Consultant for ADOA ASET (Arizona Strategic Enterprise Technology Office)
10:20 am to 10:35 am	<b>Break</b>
10:35 am to 11:05 am	<b>The Tower of Babel: Communications Planning in a Multi-Agency High Rise Government Office Building</b> Sgt. Rod Parish, Emergency Management Coordinator, Duty Office Supervisor, Arizona Department of Public Safety
11:05 am to 11:35 am	<b>The Judicial Branch of Arizona and COOP</b> Niki O'Keeffe, Director of Administrative Services, Administrative Office of the Courts
11:45 am to 12:45 pm	<b>Lunch</b>
12:45 pm to 3:45pm	<b>COOP Activity</b> Continuity Table Top Exercise
3:45pm to 4:00 pm	<b>Closing Remarks and Evaluations</b>

# State of Arizona Continuity Conference

## Speaker Information

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### Niki O’Keeffe

**Director for the Administrative Office of the Courts.  
Administrative Services Division**

As a member of the Administrative Office of the Court's top executive management team she directs and oversees Budget and Finance, Human Resources, Facilities, Legal Services, and Security departments; and is involved with AOC policy development, procurement and risk management. Niki serves as liaison with Executive Branch and local agencies for emergency preparedness and response.

Niki previously served as Assistant Director for Arizona Department of Health Services Public Health Division and led the department's response for Operation Good Neighbor - Hurricane Katrina. Niki's private sector background includes professional nursing in acute care hospitals, developing community based wellness resources as well as consulting in recruiting and human resources. She is an RN with a BS in Health Service Administration and a Masters in Education. Niki has recently been nominated for adjunct faculty at the Mel and Enid Zuckerman College of Public Health at the University of Arizona.

Niki enjoys traveling and eating out with her family and friends. She is an avid reader and is a fan of the BBC's MI5, just to keep the adrenalin pumping.

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### Name

**Position  
Unit  
Department**

BIO DETAILS

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# State of Arizona Continuity Conference Speaker Information

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## **State Continuity of Operations Programs Group Contacts**

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